

PHILIPPINE BIDDING DOCUMENTS

PROCUREMENT FOR THE PRINTING AND DELIVERY OF LOCALLY DEVELOPED ALTERNATIVE LEARNING SYSTEM (ALS) LEARNING RESOURCES

Government of the Republic of the Philippines
DepEd Region IV-A CALABARZON
Gate 2 Karangalan Village, Cainta, Rizal

Reference Number: ROIVA-24-04

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Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL

INVITATION TO BID
(ROIVA-24-04)

1. The **DEPARTMENT OF EDUCATION REGION IV-A CALABARZON**, through its Bids and Awards Committee (BAC), is inviting interested parties to bid the hereunder project:

Name of Project : **PRINTING AND DELIVERY OF LOCALLY DEVELOPED ALTERNATIVE LEARNING SYSTEM (ALS) LEARNING RESOURCES**

Location : DepEd Region IV-A Calabarzon, Gate 2
Karangalan Village, Cainta, Rizal

Delivery Period : Sixty (60) calendar days upon receipt of
the Notice to Proceed

Place of Delivery : 23 Schools Division Offices (SDOs) of
DepEd Region IV-A CALABARZON

2. The **DEPARTMENT OF EDUCATION REGION IV-A CALABARZON**, through the **FY 2023 General Appropriations Act** intends to apply the sum of **TWELVE MILLION ONE HUNDRED EIGHTY-EIGHT THOUSAND EIGHT HUNDRED FIFTY PESOS (Php12,188,850.00)**, being the Approved Budget for the Contract (ABC) to payment under the contract for the Printing and Delivery of Locally Developed Alternative Learning System (ALS) Learning Resources (LRs), breakdown as follows:

List of Modules for Printing

LEARNING STRAND	LEVEL	TITLE OF MODULE	NO. OF PAGES	No. of Modules to be Printed
LS 1-COMM. IN ENGLISH	Elementary	Note Important Details Pertaining to Character, Setting and Event	25	4210
LS 1-COMM. IN ENGLISH	Elementary	Ability to Read and Listen with Understanding	33	4210
LS 1-COMM. IN ENGLISH	Elementary	Adverbs of Place and Time	21	4210

LS 1-COMM. IN ENGLISH	Elementary	Ask and Answer Questions Correctly	27	4210
LS 1-COMM. IN ENGLISH	Elementary	Identifying Main Idea, Key Sentence and Supporting Details	29	4210
LS 1-COMM. IN ENGLISH	Elementary	Simple Tenses of Verb	36	4210
LS 1-COMM. IN FILIPINO	Elementary	Aspeto ng Pandiwa	30	4210
LS 1-COMM. IN FILIPINO	Elementary	Ang Lihim ng Liham	28	4210
LS 1-COMM. IN FILIPINO	Elementary	Ang Maikling Kwento at ang Kahalagahan Nito	29	4210
LS 1-COMM. IN FILIPINO	Elementary	Masining na Pagbasa ng may Pag-unawa	29	4210
LS 1-COMM. IN FILIPINO	Elementary	Pangngalan	34	4210
LS 2-SCIEN. & CRITICAL THINKING SKILLS	Elementary	Our Sense Organs	42	4210
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Classifications of Volcanoes and Occurrence of Eruption	36	4210
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Digestive System	36	4210
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Drug Prevention and Rehabilitation	33	4210
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Effects of Volcanic Eruption and its Safety Measures	37	4210
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Herbal Medicine	34	4210
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Hydroponics	35	4210
LS 3- MATHEMATIC AL & PROB. SOLVING SKILLS	Elementary	Circumference of A Circle	25	4210
LS 3- MATHEMATIC AL & PROB.	Elementary	Decimals	27	4210

SOLVING SKILLS				
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Lines and Angles	31	4210
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Percentage	27	4210
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Perimeter and Circumference	29	4210
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Whole Numbers	32	4210
LS 5-UNDERSTANDING THE SELF AND SOCIETY	Elementary	Local Government Units and National Government Cooperate and Help Each Other	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Information and Communications Technology (ICT) in Daily Life	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	The Amazing World of Internet	31	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Desktop Computer: Parts and Functions	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Demonstrate How to Save a Document to a Location on a Drive	27	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Comparison of Experiences of People using Technology in the 21st century	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Different Types of Computer and their Applications in Daily Life	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Desktop Computer How Each Part Work	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Peripheral Devices of a Computer	26	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Technology of Computer World	24	4210

LS 6-DIGITAL CITIZENSHIP	Elementary	Application of Commands	27	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Text Formatting	27	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Computer Hardware and its Function	25	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Working Tables	31	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Computer Hardware Accessories	30	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Digital Devices	35	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Safe and Ethical Use of Mobile Devices	32	4210
LS 6-DIGITAL CITIZENSHIP	Elementary	Word Processing	30	4210
TOTAL NUMBER OF ELEMENTARY ALS MODULES	42	TOTAL NUMBER OF PAGES	1246	176,820
LS 1-COMM. IN ENGLISH	JHS	Interpreting and Following One-Three-Step Directions/Instructions/Notice/Rules and Regulations	26	11,141
LS 1-COMM. IN ENGLISH	JHS	Interpreting Textual and Non-textual Messages	29	11,141
LS 1-COMM. IN ENGLISH	JHS	Subject Verb Agreement	26	11,141
LS 1-COMM. IN ENGLISH	JHS	Context Clues	23	11,141
LS 1-COMM. IN ENGLISH	JHS	Road Traffic Signs	45	11,141
LS 1-COMM. IN ENGLISH	JHS	Types of Verbals	21	11,141
LS 1-COMM. IN FILIPINO	JHS	Pagsusuri ng Maikling Pelikula	25	11,141
LS 1-COMM. IN FILIPINO	JHS	Elemento ng Kwento	24	11,141
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Common Disease Associated with the Sense Organs	33	11,141
LS 2-SCIEN & CRITICAL	JHS	Biotechnology	36	11,141

THINKING SKILLS				
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Food Preservation	39	11,141
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Implications of Drug Abuse	28	11,141
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Over-the-Counter Medicine for Common Illness	28	11,141
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Simple Machine	35	11,141
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Strategies in the Prevention and Control of Substance Use and Abuse	25	11,141
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	The Effects, Signs and Symptoms of Substance Abuse	35	11,141
LS 3-MATHEMATIC AL & PROB. SOLVING SKILLS	JHS	Polynomials	26	11,141
LS 3-MATHEMATIC AL & PROB. SOLVING SKILLS	JHS	Arithmetic Sequence	31	11,141
LS 3-MATHEMATIC AL & PROB. SOLVING SKILLS	JHS	Laws of Exponent	26	11,141
LS 3-MATHEMATIC AL & PROB. SOLVING SKILLS	JHS	Real Numbers	30	11,141
LS 3-MATHEMATIC AL & PROB. SOLVING SKILLS	JHS	Variations	33	11,141
LS 4-LIFE AND CAREER SKILLS	JHS	Karapatan at Responsibilidad ng Manggagawa	25	11,141
LS 4-LIFE AND CAREER SKILLS	JHS	Kaligtasan sa Lugar ng Trabaho	25	11,141

LS 4-LIFE AND CAREER SKILLS	JHS	Kahulugan at Pagkakaiba ng Produkto at Serbisyo	24	11,141
LS 4-LIFE AND CAREER SKILLS	JHS	Wastong Paraan ng Pangangalaga sa mga Kagamitan at Kasangkapan	24	11,141
LS 5-UNDERSTANDING THE SELF AND SOCIETY	JHS	Migrasyon at mga Uri Nito	25	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Adding and Removing Transition Effects	26	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Characteristics of Mobile Device	25	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Mobile Device	25	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Text in a Presentation	31	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Understanding Commands Used in a Computer	25	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	How to Bookmark Website	26	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Function of the Parts of a Desktop Computer	25	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Demonstrate Good Practice in Table Creation, Table Formatting	42	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Paragraph Formatting	36	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Spreadsheet Functions	26	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Post Shared	21	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Uploading and Downloading Files Using Websites	28	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Meaning, Type, Characteristics of Mobile Device	28	11,141
LS 6-DIGITAL CITIZENSHIP	JHS	Basic Spreadsheets	27	11,166
TOTAL NUMBER OF JHS ALS MODULES	40	TOTAL NUMBER OF PAGES	1138	445,665

Bids received in excess of the ABC and late bids shall be rejected at bid opening.

3. The **DEPARTMENT OF EDUCATION REGION IV-A CALABARZON** now invites bids for the above Procurement Project. Delivery of the Goods is required **60 calendar days upon receipt of the Notice to Proceed**. Bidders should have completed, within **five (5) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

5. Prospective Bidders may obtain further information from the **Department of Education Region IV-A CALABARZON, BAC Secretariat** and inspect the Bidding Documents at the address given below from **8:00am to 5:00pm**.

6. A complete set of Bidding Documents may be acquired by interested bidders on **February 7, 2024 to February 29, 2024** from given address above and its website, and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **TWENTY-FIVE THOUSAND PESOS (PHP25,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

7. The **DEPARTMENT OF EDUCATION REGION IV-A CALABARZON** will hold a Pre-Bid Conference¹ on **February 16, 2024 at 1:00 in the afternoon** at the **Bulwagan ng Karangalan, DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal**, which shall be open to prospective bidders.

8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **February 29, 2024 until 12:45 in the afternoon**. Late bids shall not be accepted.

9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

10. Bid opening shall be on **February 29, 2024 at 1:00 in the afternoon at the Bulwagan ng Karangalan, DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal**. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

11. The **DEPARTMENT OF EDUCATION REGION IV-A CALABARZON** reserves the right to reject any and all bids, declare a failure of bidding, or not award

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.

the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

JOCELYN L. MARTIN

BAC Secretariat/Administrative Officer IV
Procurement Unit
DepEd Region IV-A Calabarzon
Gate 2 Karangalan Village, Cainta, Rizal
Email add: bac.calabarzon@deped.gov.ph
Cel. No./Viber No.: 09175361866

13. You may visit the following websites:

For downloading of Bidding Documents: <https://depedcalabarzon.ph/bid-documents> **OR go to depedcalabarzon.ph, on the menu, go to Transparency > Bid Documents**

February 1, 2024

(SGD) LOIDA N. NIDEA
BAC Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, **DepEd Region IV-A CALABARZON**, wishes to receive Bids for the **Printing and Delivery of Locally Developed Alternative Learning System (ALS) Learning Resources (LRs)** with identification number **ROIVA-24-04**.

The Procurement Project (referred to herein as “Project”) is composed of one (1) Lot, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for *FY 2024* in the amount of **TWELVE MILLION ONE HUNDRED EIGHTY-EIGHT THOUSAND EIGHT HUNDRED FIFTY PESOS (Php12,188,850.00)**.

2.2. The source of funding is NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to: (b) For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either its physical address at Gate 2 Karangalan Village, Barangay San Isidro, Cainta, Rizal as indicated in paragraph 7 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **5 years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent

office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

13. Bid and Payment Currencies

13.1. Payment of the contract price shall be made in: **Philippine Pesos**.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration² or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until **120 calendar days**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time at its physical address as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

² In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as one (1) contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Printing and Delivery of Learning Materials b. Completed within 5 years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed
12	The price of the Goods shall be quoted Delivered Duties Paid (DDP) .
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than <u>Two Hundred Forty-Three Thousand Seven Hundred Seventy-Seven Pesos (Php243,777.00)</u>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than <u>Six Hundred Nine Thousand Four Hundred Forty-Two Pesos and 50/100 (Php609,442.50)</u> if bid security is in Surety Bond.
19.3	To be awarded in one (1) Contract
20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following requirements:</p> <ul style="list-style-type: none"> a. Latest income and business tax returns: Printed copies of the Electronically filed Income Tax and Business Tax Returns with copies of their respective Payment Confirmation Forms for the immediately preceding calendar/tax year from the authorized agent bank; <p>Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted.</p> <p>NOTE: The latest income and business tax returns are those within the last six months preceding the date of bid submission; and</p> <ul style="list-style-type: none"> b. Other appropriate licenses and permits required by law and stated in this BDS. <p>During post-qualification, upon demand by the BAC or its representative(s), a bidder with the lowest calculated bid shall be able to present:</p>

	<p>a. Documents to verify or support its Statement of On-going and/ or Statement identifying its Completed Contracts which may consist of the following: appropriate and clear duly signed contracts, purchase orders, agreements, notices of award, job orders, or notices to proceed, with the corresponding duly signed certificate of completion, delivery receipts, inspection and acceptance reports, certificates of final acceptance or official receipts.</p> <p>b. Original copy of Class “A” Eligibility documents for validation purposes as well as the technical and financial documents submitted during bid opening.</p> <p>In case of foreign bidders, a Certificate of Authentication from the Department of Foreign Affairs shall be required for each document submitted, i.e. the Class “A” documents or its equivalent that are written in foreign language, translated to English, and duly authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder’s affairs in the Philippines.</p> <p>To facilitate post-qualification, the bidder at its option may submit in advance, i.e., on the deadline for submission and receipt of bids, above requirements and other documents required in Section II. ITB 20.2.</p> <p>The envelope shall be placed in a brown envelope and marked:</p> <p>ITB 20.2 Documents Name of Project: _____ Bid Opening Date: _____ Name of Bidder: _____</p> <p>Failure to submit above requirements within the required timeframe or a finding against the veracity of any such documents or other documents submitted for the project shall be a ground for disqualification of the bidder for the award and the enforcement of the bid securing declaration.</p>
21.2	No additional document

Section IV. General Conditions of Contract

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project. In addition to tests in the **SCC**, **Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered to 23 Schools Division Offices (SDOs) of DepEd Region IV-A CALABARZON. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site Property Custodian or Supply Officer of the Schools Division Office concerned.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p>

	<p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p>

	The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.
2.2	<p>Schedule of Payment:</p> <p>Supplier may submit a request for payment based on the Progress Reports which shall be attached to the progress billing and include the following: (i) cumulative quantities of items delivered based on the schedule of deliveries and other relevant terms and conditions of the contract; (i) duly signed Delivery Receipts; and (iii) Inspection and Acceptance Reports, including certification by Supplier, as approved by the duly authorized DepEd representative, that the Goods have been delivered in accordance with the contract.</p> <p>Delivery documents as may be subsequently prescribed by DepEd shall be provided by the Supplier.</p> <p>Payments shall be subject to the Warranty provision in the form of either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee in the amount equal to at least one percent (1%) of the Contract Price as provided under Section 62.1 of R.A. 9184 and its Revised IRR.</p> <p>(NOTE: The Supplier must furnish copy of the above-mentioned documents to Asset Management Unit and Accounting Section.</p> <p>The method and conditions of payment to be made to the Supplier through the Government disbursement procedure within thirty (30) days after the date of acceptance of Goods at the delivery site and upon submission of documents under this contract shall be as follows</p>
4	Where applicable for Goods to be delivered, pre-delivery inspections and tests shall be conducted by DepEd through the duly designated Inspectorate Team. The said inspections and tests shall be made upon notice to the DepEd, through the Asset Management Unit, of the readiness of the goods for inspection and testing.

Section VI. Schedule of Requirements

- a. The printing and delivery schedule expressed below stipulates the date of delivery to the project site

Item No.	Description	ABC	Contract Duration
1	Printing and Delivery of Locally Developed Alternative Learning System (ALS) Learning Resources (ROIVA-24-04)	Php12,188,850.00	Within 60 calendar days from the issuance of Notice to Proceed (NTP)

- b. Delivery Site Goods shall be delivered at the respective addresses of the 23 SCHOOLS DIVISION OFFICES (SDOs) OF DEPED REGION IV-A CALABARZON.

No.	School Division Offices (SDO)	ADDRESS
1	Batangas Province	Prov'l. Sports Complex, Batangas City
2	Cavite Province	Prov;l Capitol Cmpd., Brgy. Luciano, Trece Martires City
3	Laguna Province	P. Guevarra St., Capitol Bldg. Sta. Cruz, Lagun
4	Quezon Province	Talipan, Pagbilao, Quezon
5	Rizal Province	Tikling Taytay, Rizal
6	Antipolo City	C. Lawis Ext. Brgy. San Isidro, Antipolo City
7	Bacoor City	Bacoor Govt. Center Molino Blvd., San Nicolas, Bacoor City
8	Batangas City	P. Herrera St., Batangas City
9	Biñan City	Brgy. Sto. Domingo, Biñan City
10	Cabuyao City	Cabuyao Enterprise Park- Cabuyao Athletes Basic School, Brgy. Banaybanay, Cabuyao City
11	Calamba City	City Hall Compd., DepEd Bldg. Brgy. Real, Calamba City
12	Cavite City	P. Burgos, San Roque, Cavite City
13	Dasmariñas City	Poinsettia St. Viaverde Village Brgy. San Agustin II, Dasmariñas City
14	Imus City	Toclong I-C, Imus City
15	General Trias City	Antel Bldg, Diego Mojica Elementary School, Sampalucan Street, Gen. Trias City, Cavite
16	Lipa City	Pres. J. P. Laurel Highway Brgy. Marawoy, Lipa City 4217
17	Lucena City	West I ES Compound, Iyam District, Lucena City
18	San Pablo City	Rizal Avenue, San Pablo City
19	San Pedro City	Luna St. Poblacion, San Pedro City, Laguna
20	Santa Rosa City	2nd Floor, Leon C. Arcillas Mem. Bldg. Rizal Blvd. SRC

21	Sto. Tomas	Poblacion IV. Sto. Tomas City, Batangas
22	Tanauan City	Pres. J. P. Laurel National Highway, Tanauan City
23	Tayabas City	Brgy. Ipilan, Tayabas City

OTHER INSTRUCTIONS:

The Supplier shall observe the following instructions:

1. The Supplier shall submit to the end-user one sample of goods for approval of the Ready to Print materials before mass production.
2. Prior to delivery to the Recipients, the Supplier shall deliver to DepEd Region IV-A CALABARZON, one complimentary copy of each title of the goods.
3. Goods shall be packed, labeled, and delivered to their destination by the Supplier. Supplier shall bear costs of inland transportation, insurance, and other services required to convey the goods to their final destination.
4. The Supplier shall notify the Asset Management Section of the Regional Office and the authorized receiving personnel (SDOs Property Custodian – to be given upon issuance to NTP).
5. The Supplier shall make delivery or deliveries to the Project Site on regular working days, during office hours from 8:00 A.M. to 5:00 P.M. The receiving personnel reserves the right to refuse to receive/accept delivered goods made before 8:00 A.M. or after 5:00 P.M., and on non-working days.
6. The Supplier shall replace all rejected goods, and complete under delivery within seven (7) calendar days from receipt of a Notice of Rejection and under delivery from the Receiving Personnel. Likewise, if stocks are available on site, the Supplier shall replace defective goods or complete under delivery immediately. No payment shall be made for deficient delivery or defective goods regardless of the IARs signed by the Receiving Personnel.

STATEMENT OF COMPLIANCE

I/We have read and understood the requirements/scope of service/terms of reference and conditions stipulated herein and shall therefore comply to the conditions set forth in the Contract with respect to this Section VI. Schedule of Requirements, if our bid is considered for award.

Name and Signature of Bidder’s Authorized Representative

Company Name

Date

Section VII. Technical Specifications

Technical Specifications

[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

DETAILED TECHNICAL SPECIFICATIONS:

SLM Size	Paper Requirement		Colors		Binding
	Cover	Inside Pages	Cover	Inside Pages	
8.27” x 11.69”	C2S 180 lbs. (266 gsm) or Foldcote cal. 12 (236 gsm) solid white with one side UV lamination or better	Bookpaper 80 lbs. (118 gsm)	4/0 color	4/4 color	Saddle-stitched

TECHNICAL SPECIFICATIONS FOR PACKAGING MATERIALS AND PROPOSED PACKAGING DETAILS

BOX

The box materials shall have these specifications:

1. Corrugation: B or C (Single Wall) flute
2. Burst Strength: 175 psi – 2% tolerance
3. Joint: Taped with 50.8 mm wide packaging tapes or better
4. Approximate Length: 17”
5. Approximate Width: 12”
6. Approximate Height: 7-12” @ 2 set per box

For box with overlap joints, the overlap joint shall be fixed by high grade glue and its outside joint shall be reinforced by a 50.8 mm packaging tape or better. Tin/staple wires shall not be used to reinforce the joints.

PACKAGING TAPE

50.8 mm or 2 inches wide packaging tape or better

PLASTIC STRAP

12.7 mm wide plastic strap or better

PROPOSED PACKAGING DETAILS

The set of ALS Modules shall be wrapped and sealed in a plan plastic for adequate protection against moisture and water damage before placing in a box.

Each box shall contain two (2) sets of ALS modules. (1 set for ALS modules = 83 titles of modules).

Box shall be reinforced with at least 12.7 mm wide plastic strap with tin or other appropriate seal.

Each box shall be properly labeled to indicate the following:

Title, Quantity, Purchaser’s Name and Address, Supplier’s Name, Destination, DepEd logo (with flame), International Symbol, Linear Specification, Volume and Gross Weight.

The maximum weight per box should not be more than 20 kilos.

STATEMENT OF COMPLIANCE

I/We have read and understood the requirements/scope of service/terms of reference and conditions stipulated herein and shall therefore comply to the conditions set forth in the Contract with respect to this Section VI. Schedule of Requirements, if our bid is considered for award.

Name and Signature of Bidder’s Authorized Representative

Company Name

Date

List of Modules for Printing

LEARNING STRAND	LEVEL	TITLE OF MODULE	NO. OF PAGES	NO. OF MODULES TO BE PRINTED	Statement of Compliance and Cross Reference	BIDDER'S ACTUAL OFFER
LS 1-COMM. IN ENGLISH	Elementary	Note Important Details Pertaining to Character, Setting and Event	25	4210		
LS 1-COMM. IN ENGLISH	Elementary	Ability to Read and Listen with Understanding	33	4210		
LS 1-COMM. IN ENGLISH	Elementary	Adverbs of Place and Time	21	4210		
LS 1-COMM. IN ENGLISH	Elementary	Ask and Answer Questions Correctly	27	4210		
LS 1-COMM. IN ENGLISH	Elementary	Identifying Main Idea, Key Sentence and Supporting Details	29	4210		
LS 1-COMM. IN ENGLISH	Elementary	Simple Tenses of Verb	36	4210		
LS 1-COMM. IN FILIPINO	Elementary	Aspeto ng Pandiwa	30	4210		
LS 1-COMM. IN FILIPINO	Elementary	Ang Lihim ng Liham	28	4210		
LS 1-COMM. IN FILIPINO	Elementary	Ang Maikling Kwento at ang Kahalagahan Nito	29	4210		
LS 1-COMM. IN FILIPINO	Elementary	Masining na Pagbasa ng may Pag-unawa	29	4210		
LS 1-COMM. IN FILIPINO	Elementary	Pangngalan	34	4210		

LS 2-SCIEN. & CRITICAL THINKING SKILLS	Elementary	Our Sense Organs	42	4210		
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Classifications of Volcanoes and Occurrence of Eruption	36	4210		
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Digestive System	36	4210		
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Drug Prevention and Rehabilitation	33	4210		
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Effects of Volcanic Eruption and its Safety Measures	37	4210		
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Herbal Medicine	34	4210		
LS 2-SCIEN & CRITICAL THINKING SKILLS	Elementary	Hydroponics	35	4210		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Circumference of A Circle	25	4210		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Decimals	27	4210		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Lines and Angles	31	4210		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Percentage	27	4210		

LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Perimeter and Circumference	29	4210		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	Elementary	Whole Numbers	32	4210		
LS 5-UNDERSTANDING THE SELF AND SOCIETY	Elementary	Local Government Units and National Government Cooperate and Help Each Other	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Information and Communications Technology (ICT) in Daily Life	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	The Amazing World of Internet	31	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Desktop Computer: Parts and Functions	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Demonstrate How to Save a Document to a Location on a Drive	27	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Comparison of Experiences of People using Technology in the 21st century	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Different Types of Computer and their Applications in Daily Life	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Desktop Computer How Each Part Work	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Peripheral Devices of a Computer	26	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Technology of Computer World	24	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Application of Commands	27	4210		

LS 6-DIGITAL CITIZENSHIP	Elementary	Text Formatting	27	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Computer Hardware and its Function	25	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Working Tables	31	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Computer Hardware Accessories	30	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Digital Devices	35	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Safe and Ethical Use of Mobile Devices	32	4210		
LS 6-DIGITAL CITIZENSHIP	Elementary	Word Processing	30	4210		
TOTAL NUMBER OF ELEMENTARY ALS MODULES	42	TOTAL NUMBER OF PAGES	1246	176,820		
LS 1-COMM. IN ENGLISH	JHS	Interpreting and Following One-Three-Step Directions/Instructions/Notice/Rules and Regulations	26	11141		
LS 1-COMM. IN ENGLISH	JHS	Interpreting Textual and Non-textual Messages	29	11141		
LS 1-COMM. IN ENGLISH	JHS	Subject Verb Agreement	26	11141		
LS 1-COMM. IN ENGLISH	JHS	Context Clues	23	11141		
LS 1-COMM. IN ENGLISH	JHS	Road Traffic Signs	45	11141		

LS 1- COMM. IN ENGLISH	JHS	Types of Verbals	21	11141		
LS 1-COMM. IN FILIPINO	JHS	Pagsusuri ng Maikling Pelikula	25	11141		
LS 1-COMM. IN FILIPINO	JHS	Elemento ng Kwento	24	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Common Disease Associated with the Sense Organs	33	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Biotechnology	36	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Food Preservation	39	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Implications of Drug Abuse	28	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Over-the-Counter Medicine for Common Illness	28	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Simple Machine	35	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	Strategies in the Prevention and Control of Substance Use and Abuse	25	11141		
LS 2-SCIEN & CRITICAL THINKING SKILLS	JHS	The Effects, Signs and Symptoms of Substance Abuse	35	11141		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	JHS	Polynomials	26	11141		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	JHS	Arithmetic Sequence	31	11141		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	JHS	Laws of Exponent	26	11141		

LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	JHS	Real Numbers	30	11141		
LS 3-MATHEMATICAL & PROB. SOLVING SKILLS	JHS	Variations	33	11141		
LS 4-LIFE AND CAREER SKILLS	JHS	Karapatan at Responsibilidad ng Manggagawa	25	11141		
LS 4-LIFE AND CAREER SKILLS	JHS	Kaligtasan sa Lugar ng Trabaho	25	11141		
LS 4-LIFE AND CAREER SKILLS	JHS	Kahulugan at Pagkakaiba ng Produkto at Serbisyo	24	11141		
LS 4-LIFE AND CAREER SKILLS	JHS	Wastong Paraan ng Pangangalaga sa mga Kagamitan at Kasangkapan	24	11141		
LS 5-UNDERSTANDING THE SELF AND SOCIETY	JHS	Migrasyon at mga Uri Nito	25	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Adding and Removing Transition Effects	26	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Characteristics of Mobile Device	25	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Mobile Device	25	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Text in a Presentation	31	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Understanding Commands Used in a Computer	25	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	How to Bookmark Website	26	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Function of the Parts of a Desktop Computer	25	11141		

LS 6-DIGITAL CITIZENSHIP	JHS	Demonstrate Good Practice in Table Creation, Table Formatting	42	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Paragraph Formatting	36	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Spreadsheet Functions	26	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Post Shared	21	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Uploading and Downloading Files Using Websites	28	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Meaning, Type, Characteristics of Mobile Device	28	11141		
LS 6-DIGITAL CITIZENSHIP	JHS	Basic Spreadsheets	27	11166		
TOTAL NUMBER OF JHS ALS MODULES	40	TOTAL NUMBER OF PAGES	1138	445,665		

STATEMENT OF COMPLIANCE

I/We have read and understood the requirements/scope of service/terms of reference and conditions stipulated herein and shall therefore comply to the conditions set forth in the Contract with respect to this Section VI. Schedule of Requirements, if our bid is considered for award.

Name and Signature of Bidder’s Authorized Representative

Company Name

Date

Section VIII. Required Forms

**Please see latest GPPB issuance on the
required forms for the procurement of
goods**

***Section VIII. Checklist of Technical and
Financial Documents***

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (g) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class “B” Documents

- (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form; **and**
- (j) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (k) [For foreign bidders claiming by reason of their country’s extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in

- government procurement activities for the same item or product.
- (1) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.